



# COUNTY OF LOS ANGELES DEPARTMENT OF HUMAN RESOURCES

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**MICHAEL J. HENRY**  
DIRECTOR OF PERSONNEL

December 14, 2004

To: Department Heads

From: Michael J. Henry  
Director of Personnel

David E. Janssen  
Chief Administrative Officer

Subject: **SALARY ADJUSTMENTS FOR MAPP PARTICIPANTS AND  
APPOINTED DEPARTMENT HEADS**

On December 16, 2003, the Board of Supervisors approved a 5% multi-year salary adjustment for Management Appraisal and Performance Plan (MAPP) participants as follows:

- January 1, 2005 – 2.5%
- January 1, 2006 – 2.5%

These salary adjustments are subject to the cancellation provision that could be implemented in the event a financial crisis is declared. It has been determined that the salary adjustment for January 1, 2005 will be implemented. Such a decision for the January 1, 2006 salary adjustment will be made at a later date.

The Board also approved MAPP Salary Structure adjustments effective January 1, 2005 and January 1, 2006. Copies of the MAPP Salary Structures by quartiles for each of the above dates are attached. (Attachments I and II)

Salary adjustments for January 1, 2005 should be manually input into the Countywide Timekeeping and Payroll Personnel System (CWTAPPS) for MAPP participants no later than January 21, 2005 in order to be reflected on the January 28, 2005 payday. Salary adjustments for MAPP participants include both probationary and non-probationary participants and will be limited to participants whose performance ratings are Merit Performance or better. For those participants on probation, use the rating from the previously held item unless an interim rating has been completed. This linkage of periodic salary increases to performance ratings underscores the critical need to keep up to date on MAPP annual performance evaluations for all participants.

*To Enrich Lives Through Effective and Caring Service*

Attachment III includes a summary of key factors for your payroll operations regarding processing of salary adjustments. The salary adjustments for January 1, 2006 are subject to the cancellation provision and are not to be input until further instructions are given by the Department of Human Resources and the Chief Administrative Office.

Department Heads

The Board also approved similar adjustments for 32 appointed department heads. The Auditor-Controller will process the January 1, 2005 increase for department heads based on authorization from the Chief Administrative Office for those department heads whose last performance evaluation by the Board of Supervisors was "competent" or better. The salary adjustments for January 1, 2006 are subject to the cancellation provision and will not be input by the Auditor until further instructions are given by the Chief Administrative Office.

Should you have any questions regarding the above, please call me, or your staff may call Pamela Sund, Principal Analyst, at (213) 974-2514

MJH:REB  
JEL:ck

Attachments

c: Each Supervisor  
Administrative Deputies  
Personnel Officers

**MANAGEMENT APPRAISAL & PERFORMANCE PLAN  
SALARY STRUCTURE  
JANUARY 1, 2005  
2.5% RANGE ADJUSTMENT**

Range	1st Quartile		2nd Quartile		Control Point	3rd Quartile		4th Quartile	
1	\$38,656	\$43,488	\$43,489	\$48,320	\$48,320	\$48,321	\$53,153	\$53,154	\$57,985
2	\$41,556	\$46,750	\$46,751	\$51,944	\$51,944	\$51,945	\$57,140	\$57,141	\$62,334
3	\$44,672	\$50,256	\$50,257	\$55,840	\$55,840	\$55,841	\$61,425	\$61,426	\$67,008
4	\$48,023	\$54,026	\$54,027	\$60,029	\$60,029	\$60,030	\$66,032	\$66,033	\$72,034
5	\$51,625	\$58,078	\$58,079	\$64,530	\$64,530	\$64,531	\$70,984	\$70,985	\$77,437
6	\$55,497	\$62,435	\$62,436	\$69,372	\$69,372	\$69,373	\$76,310	\$76,311	\$83,246
7	\$59,659	\$67,117	\$67,118	\$74,574	\$74,574	\$74,575	\$82,032	\$82,033	\$89,489
8	\$64,134	\$72,151	\$72,152	\$80,167	\$80,167	\$80,168	\$88,185	\$88,186	\$96,201
9	\$68,944	\$77,562	\$77,563	\$86,180	\$86,180	\$86,181	\$94,799	\$94,800	\$103,416
10	\$74,115	\$83,380	\$83,381	\$92,644	\$92,644	\$92,645	\$101,909	\$101,910	\$111,172
11	\$79,674	\$89,634	\$89,635	\$99,593	\$99,593	\$99,594	\$109,553	\$109,554	\$119,512
12	\$85,647	\$96,355	\$96,356	\$107,062	\$107,062	\$107,063	\$117,769	\$117,770	\$128,475
13	\$92,074	\$103,583	\$103,584	\$115,092	\$115,092	\$115,093	\$126,602	\$126,603	\$138,110
14	\$98,979	\$111,352	\$111,353	\$123,725	\$123,725	\$123,726	\$136,098	\$136,099	\$148,469
15	\$106,403	\$119,704	\$119,705	\$133,004	\$133,004	\$133,005	\$146,305	\$146,306	\$159,604
16	\$114,383	\$128,681	\$128,682	\$142,979	\$142,979	\$142,980	\$157,278	\$157,279	\$171,575
17	\$122,961	\$138,332	\$138,333	\$153,702	\$153,702	\$153,703	\$169,073	\$169,074	\$184,443
18	\$132,184	\$148,707	\$148,708	\$165,230	\$165,230	\$165,231	\$181,753	\$181,754	\$198,275
19	\$142,097	\$159,860	\$159,861	\$177,622	\$177,622	\$177,623	\$195,385	\$195,386	\$213,147
20	\$152,756	\$171,850	\$171,851	\$190,944	\$190,944	\$190,945	\$210,039	\$210,040	\$229,133
A1	\$116,816	\$131,419	\$131,420	\$146,021	\$146,021	\$146,022	\$160,624	\$160,625	\$175,225
A2	\$119,889	\$134,876	\$134,877	\$149,862	\$149,862	\$149,863	\$164,848	\$164,849	\$179,833
A3	\$122,965	\$138,336	\$138,337	\$153,706	\$153,706	\$153,707	\$169,078	\$169,079	\$184,448
A4	\$126,036	\$141,791	\$141,792	\$157,546	\$157,546	\$157,547	\$173,301	\$173,302	\$189,055

**MANAGEMENT APPRAISAL & PERFORMANCE PLAN**  
**SALARY STRUCTURE**  
**JANUARY 1, 2006**  
**2.5% RANGE ADJUSTMENT**

Range	1st Quartile		2nd Quartile		Control Point	3rd Quartile		4th Quartile	
1	\$39,623	\$44,576	\$44,577	\$49,528	\$49,528	\$49,529	\$54,482	\$54,483	\$59,434
2	\$42,595	\$47,919	\$47,920	\$53,243	\$53,243	\$53,244	\$58,568	\$58,569	\$63,892
3	\$45,789	\$51,513	\$51,514	\$57,236	\$57,236	\$57,237	\$62,960	\$62,961	\$68,683
4	\$49,224	\$55,377	\$55,378	\$61,530	\$61,530	\$61,531	\$67,683	\$67,684	\$73,835
5	\$52,916	\$59,530	\$59,531	\$66,144	\$66,144	\$66,145	\$72,759	\$72,760	\$79,373
6	\$56,884	\$63,995	\$63,996	\$71,106	\$71,106	\$71,107	\$78,217	\$78,218	\$85,327
7	\$61,150	\$68,794	\$68,795	\$76,438	\$76,438	\$76,439	\$84,083	\$84,084	\$91,726
8	\$65,737	\$73,954	\$73,955	\$82,171	\$82,171	\$82,172	\$90,389	\$90,390	\$98,606
9	\$70,668	\$79,501	\$79,502	\$88,334	\$88,334	\$88,335	\$97,168	\$97,169	\$106,001
10	\$75,968	\$85,464	\$85,465	\$94,960	\$94,960	\$94,961	\$104,456	\$104,457	\$113,951
11	\$81,665	\$91,874	\$91,875	\$102,082	\$102,082	\$102,083	\$112,291	\$112,292	\$122,499
12	\$87,788	\$98,763	\$98,764	\$109,738	\$109,738	\$109,739	\$120,713	\$120,714	\$131,687
13	\$94,376	\$106,173	\$106,174	\$117,969	\$117,969	\$117,970	\$129,767	\$129,768	\$141,563
14	\$101,454	\$114,136	\$114,137	\$126,818	\$126,818	\$126,819	\$139,500	\$139,501	\$152,181
15	\$109,063	\$122,696	\$122,697	\$136,329	\$136,329	\$136,330	\$149,962	\$149,963	\$163,594
16	\$117,243	\$131,899	\$131,900	\$146,554	\$146,554	\$146,555	\$161,210	\$161,211	\$175,864
17	\$126,035	\$141,790	\$141,791	\$157,545	\$157,545	\$157,546	\$173,300	\$173,301	\$189,054
18	\$135,489	\$152,425	\$152,426	\$169,360	\$169,360	\$169,361	\$186,297	\$186,298	\$203,232
19	\$145,650	\$163,857	\$163,858	\$182,063	\$182,063	\$182,064	\$200,270	\$200,271	\$218,475
20	\$156,574	\$176,146	\$176,147	\$195,717	\$195,717	\$195,718	\$215,290	\$215,291	\$234,861
A1	\$119,736	\$134,704	\$134,705	\$149,672	\$149,672	\$149,673	\$164,640	\$164,641	\$179,606
A2	\$122,886	\$138,247	\$138,248	\$153,608	\$153,608	\$153,609	\$168,969	\$168,970	\$184,329
A3	\$126,039	\$141,794	\$141,795	\$157,548	\$157,548	\$157,549	\$173,304	\$173,305	\$189,059
A4	\$129,187	\$145,336	\$145,337	\$161,485	\$161,485	\$161,486	\$177,634	\$177,635	\$193,781

**Management Appraisal and Performance Plan (MAPP) and appointed Department Heads Multi-Year Salary Adjustments**

- The approved salary adjustment schedule is:
  - January 1, 2005 – 2.5%
- The Auditor-Controller will process appointed department head increases only after approval by the Chief Administrative Office.
- Salary adjustments for MAPP participants must be manually processed by departments into CWTAPPS.
- Participants on probationary status are eligible to receive the adjustments.
- The January 1, 2005 salary adjustments should be processed no later than January 21, 2005 in order to be reflected on the January 28, 2005 payday.
- To process the January 1, 2005 increase, a new Job History record must be **ADDED** (on the JHST screen) with a History-Start Date (effective date) of January 1, 2005. **DO NOT UPDATE** an existing JHST record if the History-Start-Date is prior to January 1, 2005.
- January 1, 2006 salary adjustments are not to be processed until further instructions are issued.